

# LEICESTERSHIRE AND RUTLAND LOCAL SAFEGUARDING CHILDREN'S BOARD

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## MINUTES 19<sup>th</sup> November 2009 Council Chamber, Rutland County Council

- Present:** Kevin Peers (Independent Chair)  
**Rutland County Council**  
Steven Attwood, Assistant Director, Children and Young People's Services  
Carol Chambers, Director of Children and Young People's Services  
**Leicestershire County Council**  
Frances Craven, Assistant Director, Targeted Services, LCC  
Walter McCulloch, Assistant Director, Specialist Services  
Gareth Williams, Director of Children and Young People's Services  
**Headteachers**  
Jen Hazell, Primary School Headteacher, Rutland  
Helen Thompson, Associate Director, Leicestershire County and Rutland PCT  
Jane Sharp, Leicestershire Headteacher  
**Health Community**  
Frances Craven, Assistant Director, Targeted Services, LCC  
Carole Ribbins, Director of Nursing, University Hospitals of Leicester NHS Trust  
Adrian Spanswick, Consultant Nurse/Designated Nurse for Safeguarding Children  
Vicki Spencer, Leicester City Community Health Services (attending on behalf of Anne-Maria Olphert)  
Helen Thompson, Associate Director of Children's Community Service, Leicestershire County and Rutland Community Health Services  
Caroline Trevithick, Associate Director of Quality, NHS Leicestershire County and Rutland  
**Other Agencies**  
Steven Atkinson, Leicestershire District Councils  
Rosemary Beard, Connexions Leicestershire & Rutland  
Paul Kennedy, Director, Leicestershire & Rutland Probation Service  
Wendy Poynton, Leicestershire & Rutland Youth Offending Service  
Howard Robinson, Leicestershire Fire & Rescue Service  
Anne Spaight, East Midlands Ambulance Service  
**Officers in Attendance**  
Helen Bannister, LSCB Board Manager  
Chris Tew, LSCB  
**Leicestershire & Rutland Constabulary**  
DCI Peter Jackson, Specialist Crime Partnerships/Crime Support
- In Attendance** Cath Pritchard, NHS Leicester City (CDOP item only)  
Cllr Heather Wells, Portfolio Holder, Children and Young People's Services, Rutland County Council  
Cllr Ivan Ould, Lead Member for Children and Young People's Services, Leicestershire County Council  
Jenny Stuart, Clerk
- Apologies:** Meena Evans  
Jill Haigh, Head of Service, Teenage Services, Rutland County Council  
Lauren Haslam, Asst Head of Legal Services, Leicestershire County Council  
Anne-Maria Olphert, Associate Director, Children's Community Health in Leicester, Leicestershire and Rutland  
Bob Parker, Head of Service, Safeguarding, Leicestershire County Council  
Dr Sudhir Sethi, CPS

Helen Thompson was welcomed back following her recent illness.

## 2 APOLOGIES FOR ABSENCE

Apologies for absence were noted as above.

## 3 CHILD DEATH OVERVIEW PANEL (CDOP)

The Board considered a CDOP report presented by Cath Prichard. Of the 37 cases required for review the Panel had looked at 11 cases by the end of July 2009. None of the cases were resident in Rutland. An additional 3 cases were also reviewed relating to deaths that occurred pre-2009. Due to the very low numbers the data had been aggregated to prevent identification of specific cases.

It had not been possible to identify any local, national or regional trends due to:

- a) the small numbers involved
- b) the classification discrepancies between regions
- c) the process being embedded within agencies
- d) the lack of a national database
- e) the lack of consistency in the quality of data in certain cases

The above factors had been discussed at regional and national forums and were being fed back to DCSF. It was planned to address the issues by a revision of the forms used to collect the data and the development of a national database within the next 12 months. In the meantime the LLR CDOP planned to collaborate with neighbouring areas in the East Midlands to identify locally emerging trends and themes.

Concern was raised that it could take in excess of 6 months for a case to go to Panel, although there were processes in place to take Serious Case Reviews from the CDOP process to enable quicker action. The Panel were confident that cases were now being dealt with more rapidly and that the time for cases to go to Panel would come down significantly.

### **ACTION:**

A detailed briefing would be brought to the next Board meeting to review the issues and CDOP and SCR agencies would work together to improve timescales to satisfy the Board that the process would be significantly improved.

**PJ/CP**

The Board **AGREED:**

- i) To note the Report dated 10 November 2009 to be filed with the Minutes of the Meeting.
- ii) To note the progress in implementing child death review processes.
- iii) To ensure support within partner agencies for the new processes and procedures.
- iv) To note the overview of neonatal cases was currently being reviewed nationally and being discussed with the Department for Children Schools and Families (DCSF).
- v) To note the progress identified by the CDOP self assessment tool recently submitted to Government Office for the East Midlands (GOEM).

## 4 CONSTITUTION OF THE LSCB

An advanced draft of the Constitution was tabled incorporating changes suggested at the last meeting. Final work was being carried out around discretionary membership.

The Board **APPROVED** acceptance of the Draft Constitution dated 19<sup>th</sup> November 2009 to be filed with the Minutes of the meeting, with the following additions/amendments:

**ACTION**

3.2

- i) Para 1 add 'and individuals' after organisation
- ii) Health community membership to be confirmed and simplified

## **5 SERIOUS CASE REVIEW (SCR) UPDATE**

A verbal update was given on SCRs. Although completed SCRs had been submitted within the agreed timescale, concern was raised at the time taken for Ofsted to return evaluations, making PR difficult to manage when it appeared that a number of cases were occurring in sequence. A letter had been written to Ofsted.

## **6 TRAINING SUB-COMMITTEE REPORT**

Following a report on the Training Sub Committee, filed with the Minutes of the meeting the Board **AGREED** that:

- i) The TSC be disbanded from 1<sup>st</sup> January 2010 following the last committee meeting on 23<sup>rd</sup> November 2009.
- ii) City and County LSCBs discuss where and how the role of training should best fit and consider the use of Children's Trust Workforce Development expertise in embedding child protection training into current training and education.
- iii) The development of a level 5 training programme and an evaluation tool be completed by the current TSC and reported to the Chairs of LSCBs by the end of January 2010.
- iv) The delivery of multi-agency training continue in its current format until September 2010 when each LSCB would have decided the direction of travel.
- v) Current members of the TSC would be thanked for their work during large scale organisational changes.
- vi) A proposal would be brought to the next Board meeting by a workforce development representative from the Children's Trust and a workforce development representative be identified to join the LSCB task and finish group.
- vii) A clear statement would be provided on the minimum level of training required.

## **7 FREEDOM OF INFORMATION ACT**

A report was presented advising on the status of the Board with regard to designation as a public authority under the Freedom of Information Act. The Board **AGREED** that the LSCB office take forward the following actions:

**CT**

- i) The government decision be noted that LSCBs were not designated as public authorities for the purpose of The Freedom of Information Act.
- ii) A publication scheme be adopted voluntarily by the Leicester LSCB and the Leicestershire and Rutland LSCB to enhance openness and transparency.
- iii) Consideration be given to adopting a regional approach to ensure consistency of disclosure of information by LSCBs.

## **8 SAFEGUARDING AND DISABILITY**

A presentation was given on Safeguarding Disabled Children to inform LSCB procedures and framework and listing actions for LSCBs. Practice guidance and procedures on the LSCB website would be reviewed and updated to reflect new guidance by April/May 2010. The matter would be brought back to the next meeting.

**CT**

**JK/CT**

<p>The Board <b>AGREED</b> to establish a safeguarding disabled children's sub-committee and nominated Frances Craven as the lead for disabled children.</p>	<b>ACTION</b>
<p><b>9 COMMUNICATION</b> The Leicestershire and Rutland LSCB Communication Strategy April 2009-March 2012 was <b>APPROVED</b> by the Board and a copy would be filed with the Minutes of the meeting.</p>	
<p><b>10 PUBLICATION OF SCR EXECUTIVE SUMMARIES</b> A report was provided to assist the Board to agree an approach in relation to the publication of Executive Summaries. The Board <b>AGREED</b>:</p> <ul style="list-style-type: none"> <li>i) to note the contents of the report and agree next steps in relation to decision-making regarding the publication of SCR executive summaries.</li> <li>ii) That further legal advice be taken if it was agreed that there was a compelling case for non-publication.</li> <li>iii) To keep a watch on the approach taken nationally.</li> </ul>	
<p><b>11 PROTOCOL BETWEEN LSCB/CYPD</b> A report was presented between Leicestershire Children &amp; Young People's Board (CYPB) and Leicestershire and Rutland Safeguarding Children Board (LRSCB) which set out the governance arrangements and roles and responsibilities of the CYPB and LRSCB in their work on behalf of the children and young people of Leicestershire and Rutland.</p> <p>The Board <b>APPROVED</b> the Protocol V3 created 21 October 2009 to be filed with the Minutes and <b>AGREED</b> that the next step would be to take it to the Children's Trust.</p> <p>It was agreed that a statement would be drafted to indicate that the LSCB would report to the Children's Trust.</p>	<b>WM</b>
<p><b>12 MINUTES OF THE LAST MEETING (17<sup>th</sup> September 2009)</b> The Minutes of the last meeting were circulated and approved with the following comments:</p> <ul style="list-style-type: none"> <li>i) A task and finish group was producing costings for each item of the Business Plan and a proposal for the following year would be brought to the next Board meeting. All contributors had been contacted requesting appropriate contributions for the following year.</li> <li>ii) The Vice Chairs would action a detailed breakdown and future projection of SCR costs.</li> <li>iii) Lessons to be learned from the SCR process would be brought to the Board meeting in March.</li> <li>iv) Support to the Committee would need resolving.</li> </ul>	<b>WM/SA</b>
<p><b>13 FUTURE AGENDA ITEMS</b></p> <ul style="list-style-type: none"> <li>i) CDOP Briefing</li> <li>ii) Confirmation of Constitution</li> <li>iii) Training Proposal</li> <li>iv) Safeguarding and Disability Action Plan</li> <li>v) Training</li> <li>vi) Business Plan and SCR funding</li> <li>vii) Monitoring and Evaluation</li> </ul>	
<p><b>14 APPOINTMENT OF LSCB INDEPENDENT CHAIR</b> A Job Description and Brief had been prepared and the recruitment process was in hand. An advertisement for the appointment was</p>	

envisaged by late 2009/early 2010.

**ACTION**

**15**

**DATE OF NEXT MEETING**

Thursday, 21<sup>st</sup> January 2010 at 9.30am, Leicestershire County Council

DRAFT